

413006/30/04

Revised

**CITY OF RIVERSIDE**  
**HUMAN RESOURCES DEPARTMENT**  
**CLASSIFICATION SPECIFICATION**

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**TITLE: SENIOR WASTEWATER PLANT OPERATOR**

**DEFINITION**

Under general supervision, to perform skilled and supervisory work in the operation of all equipment and processes in a wastewater treatment plant during an assigned shift; and to do related work as required.

**REPORTS TO:** Wastewater Operations Manager

**SUPERVISION RECEIVED AND EXERCISED**

Receives general direction from the Wastewater Operations Manager. Exercises general supervision over operations staff as assigned.

**EXAMPLES OF DUTIES**

Duties may include, but are not limited to, the following:

- Supervise and participate in the operation of wastewater treatment facilities to control flow and processing of wastewater, sludge and effluent; monitor gauges, meters and control panels; observe variations in operating conditions, interpreting meter and gauge readings and test results to determine processing requirement.
- Supervise and participate in the operation of valves and gates; start and stop pumps, engines and electric motors to control and adjust flow and treatment processes; operate and maintain boilers and incinerators; perform routine maintenance work.
- Supervise and participate in the collection of samples and perform routine laboratory tests and analyses.
- Oversee the maintenance of shift logs and the recording of meter and gauge readings.
- Calculate loadings, flow rates, set pumping rates and make process adjustments as required.
- Supervise and train subordinate operators.
- Respond to emergencies on an on-call basis 24 hours per day, seven days per week.
- Schedule overtime when necessary.
- Read and interpret plant piping and distribution plans; assist in locating and troubleshooting plant malfunctions.
- Recommend and initiate improved work methods and procedures.
- Assist in the training of existing and new employees in the operations section.
- Write technical reports and instructions for the operation of process equipment and systems.
- Wear a self-contained breathing apparatus as required.
- Research and investigate information for development of process parameters and standard operating procedures.
- Oversee the control, monitoring and operation of wastewater processes and equipment utilizing a Supervisory

Control and Data Acquisition system (SCADA).

- Assist in Supervisory Control and Data Acquisition (SCADA) system development and upgrades.

## **QUALIFICATIONS**

### **Knowledge of:**

- Principles and practices necessary in the operation of a sewage treatment plant including the operation and maintenance of wastewater plant machinery.
- Wastewater plant operating procedures and policies.
- Safe work practices, respiratory protection, confined space entry and emergency response.
- Principles and practices of supervision and training.

### **Ability to:**

- Understand and carry out oral and written instructions.
- Prepare simple reports.
- Collect samples and perform laboratory tests.
- Use tools necessary in making general repairs and adjustments to motors, pumps, and other equipment.
- Read meters and gauges correctly and act quickly and competently in emergencies.
- Perform all plant operations without direct supervision.
- Wear a self-contained breathing apparatus.
- Supervise and train subordinate operators.
- Work overtime as required.

### **Education and Experience:**

Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

A bachelor's degree with a major related to wastewater treatment and which includes a minimum of 30 units of basic science courses; **AND** two years of experience performing the functions of a wastewater treatment plant operator;

### **OR**

An Associate degree or completion of 60 semester units at a college or university, either of which includes 15 semester units of basic science courses; **AND** four years of experience performing the functions of a wastewater treatment plant operator;

### **OR**

Graduation from high school or equivalent **AND** six years of experience performing the functions of a wastewater treatment plant operator;

**OR**

Four years of experience performing the functions of a wastewater treatment plant operator while certified as a Grade III operator.

Supervisory experience is desirable.

**MEDICAL CATEGORY:** Group 2

**NECESSARY SPECIAL REQUIREMENT\***

Possession of an active Grade III Wastewater Operations Certificate issued by the State of California.

Possession of an appropriate, valid Class "B" California Motor Vehicle Operator's License.

**CAREER ADVANCEMENT OPPORTUNITIES**

**FROM:** Senior Wastewater Plant Operator

**TO:** Wastewater Operations Supervisor